

PERMANENT IMPROVEMENT PROJECT INITIATION FORM										
<b>PROJECT</b> Public Announcement System 10th fl Probation						<b>TOTAL BUDGETED PROJECT COST</b> \$26,000				
<b>REQUESTING AGENCY</b> COMP			<b>PROJECT LOCATION</b> FCCH		<b>AGENCY CONTACT</b> Atiba Jones 462-7492			<b>EXPENSE TYPE</b> Maintenance		<b>CRITERIA</b> G
<b>PROJECT MANAGER</b> Persons			<b>PROJECT NUMBER</b> PET0720		<b>PROGRAM</b> Contract			<b>FUNDING TYPE</b> GF		<b>FUND NO.</b> 1000
<b>PURPOSE AND JUSTIFICATION</b> <p>The Common Pleas Court - General Division, Adult Probation Department is requesting a new PA System that will allow Probation support staff to communicate with probationers, relevant clients and Probation Department staff in an effective and safe manner. The nature of the work conducted in the Probation Department, puts staff at risk of physical harm. Therefore, a reliable PA System is essential for the organization and coordination of offenders in the 10th floor reception area, as well as to alert staff if there is an emergency or uprising. The current PA System has been fully inoperable for several years. The department has explored several alternatives, including a pager system, but none have proved to be adequate or cost effective for the need.</p>						<b>OPERATING BUDGET IMPACT (YEARLY)</b>  FTE REQUIRED: <div style="margin-left: 40px;">BARGAINING: 0</div> <div style="margin-left: 40px;">NON-BARGAINING: 0</div> OPERATING BUDGET ADJUSTMENTS: <div style="margin-left: 40px;">SERVICES &amp; CHARGES: \$ -</div> <div style="margin-left: 40px;">MATERIALS &amp; SUPPLIES: \$ -</div> <div style="margin-left: 40px;">OPERATING CAPITAL: \$ -</div> <div style="margin-left: 40px;">CAPITAL EQUIPMENT: \$ -</div> <div style="text-align: right; margin-top: 10px;"> <b>TOTAL:</b> \$ - </div>				
<b>ADVERSE IMPACT</b> <p>With out the addition of a new PA System, the Probation Department will be unable to adequately manage a high number of probationers in the reception area or direct probationers to the appropriate staff office or area, putting staff and visitors at safety risk. The reception area is a high traffic area that easily becomes congested. The department services, on average, over 1050 probationers a week, these probationers become agitated when there is a lack of communication causing excessive wait times. A new PA System will allow for better management of probation reporting, creating a safer and less frustrating situation for staff and clients.</p>										
<b>COMMENTS</b> <p>The P.A. system is needed to promote safety, security and communication in the Adult Probation department. The PA system will also ensure that probationers receive information in a clear and concise manner while reporting to the department. Lastly, it will allow staff to more appropriately maintain the organization of the reception area. The Common Pleas Court is in the process of implementing Court Performance Standards (CPS) and, in addition, the Adult Probation Department is in the process of preparing for "American Correctional Association" (ACA) accreditation. In order to address Court Performance Standard 1.2 (1.2.6) relating to Safety, Accessibility and Convenience, the Probation Department must have efficient and effective means of communicating with both personnel and the Court's users, the probationers. In addition, this method of communication is imperative to ensure the safety of both staff and probationers. In relation to ACA, Standard 3-3025 requires that the Probation Department ensure that all equipment is in good working order and that more efficient equipment should be acquired</p>						<b>LIFE CYCLE INFORMATION</b>				
LINE NO.	ITEM	UNIT OF MEASURE	QUANTITY	MATERIAL COST		LABOR COSTS			OTHER DIRECT COSTS	LINE TOTAL
				UNIT COST	TOTAL	MANHRS MANDAYS	AVERAGE RATE	TOTAL		
1	Paging System	EA	1	21800	\$ 21,800			\$ -		\$ 21,800
2					\$ -			\$ -		\$ -
3					\$ -			\$ -		\$ -
4					\$ -			\$ -		\$ -
5					\$ -			\$ -		\$ -
6					\$ -			\$ -		\$ -
7					\$ -			\$ -		\$ -
8					\$ -			\$ -		\$ -
9					\$ -			\$ -		\$ -
10					\$ -			\$ -		\$ -
11					\$ -			\$ -		\$ -
12					\$ -			\$ -		\$ -
13					\$ -			\$ -		\$ -
14					\$ -			\$ -		\$ -
15					\$ -			\$ -		\$ -
16					\$ -			\$ -		\$ -
17					\$ -			\$ -		\$ -
18					\$ -			\$ -		\$ -
19					\$ -			\$ -		\$ -
<b>TOTALS</b>					\$ 21,800			\$ -	\$ -	\$ 21,800

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<b>PROJECT MANAGER</b> Persons	<b>PROJECT NUMBER</b> PET0720	<b>PROGRAM</b> Contract	<b>FUNDING TYPE</b> GF	<b>FUND NO.</b> 1000

  

<p><b>TOTAL MATERIAL COSTS</b>                      \$     21,800</p> <p><b>TOTAL LABOR COSTS</b>                         \$           -</p> <p><b>TOTAL OTHER DIRECT COSTS</b>               \$           -</p> <p><b>TOTAL DIRECT COSTS</b>                         \$     21,800</p>		<p align="center"><b>ESTIMATED YEARLY EXPENDITURES</b></p> <table border="1"> <tr> <td>PRIOR YEARS</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2001</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2002</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2003</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2004</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2005</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2006</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2007</td> <td>100%</td> <td>\$</td> <td>26,000</td> </tr> <tr> <td>2008</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2009</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2010</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2011</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>2012</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td>BEYOND</td> <td>0%</td> <td>\$</td> <td>-</td> </tr> <tr> <td><b>TOTALS:</b></td> <td><b>100%</b></td> <td><b>\$</b></td> <td><b>26,000</b></td> </tr> </table>			PRIOR YEARS	0%	\$	-	2001	0%	\$	-	2002	0%	\$	-	2003	0%	\$	-	2004	0%	\$	-	2005	0%	\$	-	2006	0%	\$	-	2007	100%	\$	26,000	2008	0%	\$	-	2009	0%	\$	-	2010	0%	\$	-	2011	0%	\$	-	2012	0%	\$	-	BEYOND	0%	\$	-	<b>TOTALS:</b>	<b>100%</b>	<b>\$</b>	<b>26,000</b>
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<p><b>OVERHEAD</b>                      0.0%     \$           -</p> <p><b>SUBTOTAL</b>                         \$     21,800</p> <p><b>PROFIT</b>                                 0.0%     \$           -</p> <p><b>TOTAL CONSTRUCTION COST:</b>                 \$     21,800</p>																																																																
<p><b>A/E SERVICES</b>                      0.0%     \$           -</p> <p><b>CM SERVICES</b>                         0.0%     \$           -</p> <p><b>CONTINGENCY</b>                         15.0%     \$     3,270</p>																																																																
<p><b>TOTAL ESTIMATED PROJECT COST:</b>                 \$     25,070</p>																																																																
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## **OTHER INFORMATION (OPTIONAL)**

